PPLFF AGENDA: July 15, 2004

1. Our program
   ----The brochure
   ---The web site: program, tickets, sponsor form

2. Treasurer's Report
   ---further monetary needs (sponsors)
   ---sponsors and benefits

3. Parade and Pride Booth
   ----who will march; who will pass out brochures
   ----who will man the booth
   ----what will be at the booth
   ----- posters, brochures, t-shirts, old marketing piece

4. Publicity
   ---news print packets
   ---PSA's and calendars

5. Advertising
   ---what about the Indy(how much should we spend?)
   ---marketing specific films to specific groups

6. Hospitality (when Bev returns)

7. Your topic here

8. Future Meetings (August 5, August 19(sponsor deadline))

PPLFF Meeting Minutes - 15 July 2004

The following members were in attendance:

Name	E-mail	Phone
Robert Armintor		
Alma Cremonesi		
Bill Crissman		
Tim Fotinos		
Jerry Morris		
Jonelle Neighbor		
Marty Pebler		
Bob Steinborn		
Eric Verlo		

The following members were unable to attend:

Lori Adams
Arnell Alston
Joe Jenkins
Jeff Stachel
Marie Walden
Bev Wasil

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1) The meeting was called to order at 19:00.

2) Alma reported that all films have now been booked.

3) Jerry reported that the tickets have been printed, and that the brochure would be printed and ready by PrideFest.

4) Marty reported that some technical glitches have been causing problems with the PPLFF web site, but that this should be resolved by tomorrow night (16 July).

5) Bobby presented the treasurer's report, and reported that the PPLFF account is $7300 higher than it was at the same time during last season. Alma stated that our fiscal position was fairly safe, but urged that we make a serious effort to raise at least another $10,000 to meet future contingencies. She asked that everyone on the committee make at least one phone call every day in an effort to recruit more sponsors.

6) Marty brought a quantity of new PPLFF t-shirts from CNS Tee's, some of which were distributed to committee members to wear at PrideFest, with the rest to sold at the PPLFF booth for $15 each.

7) The PPLFF activities for PrideFest were discussed at length. Marty will set up and break down the booth, to include the furniture, signs and other equipment. The booth will also contain a supply of tickets, a cash box, credit card slips, posters, t-shirts, and festival literature. Bobby will bring Marty the cash box and credit card slips on the morning of PrideFest while the booth is being set up. At least four committee members will be needed to march in the parade, and Eric will relieve Marty at the tent at 11:15 so that he can march. At least two other persons will be needed to relieve Marty for short periods throughout the day, but all committee members are encouraged to hang out at the tent if they wish. Two or three committee members will hand out flyers the crowds of parade-goers entering Acacia Park at the conclusion of the parade, and will afterwards circulate throughout the park handing out literature to prospective ticket buyers.

8) On the topic of publicity, Alma mentioned that it will soon be time to prepare material for advertising in local print media. An expenditure of $500 was approved by the committee for advertising in the Colorado Springs Independent, and Alma will meet with the publisher in late July. Marty announced that he had placed had placed PPLFF announcements on three online community calendars, and will continue to identify additional sites for placement of the placement of the festival.

9) Tim will check with Club-Q about the possibility of them hosting and after-festival party on the second night of the festival. The caterer for opening night has not been finalized yet.

10) It was agreed that when completed sponsorship material comes in, it will be reviewed by Bob for any errors. If errors are found, the material in question will be forwarded to Bill to seek out corrections from the sponsor, otherwise it will be sent to Marty for inclusion into the program.

11) It was agreed that the next committee meeting will be held on 5 August, 2004 [6 PM] at 1262 Terrace Rd. Tentatively, there will also be meetings scheduled on 19 August, and 2, 9 & 16 September. Alma will furnish e-mail updates regarding festival activities in the interim.

12) The meeting adjourned at 20:10.

Marty Pebler
Secretary of the Board, PPLFF